

## Directions for Completing the Exam Application Form

### EXAM DATE

**November 15, 2001**

### APPLICATION DEADLINE

**Postmarked by October 1, 2001**

### Exam Classification

Circle only one. If you apply for more than one exam, you must pay the \$30 application fee and submit a separate application for each exam. If you are willing to accept a lower classification upon not qualifying for the selected classification, check the appropriate box.

Section I - Please print all of the information requested in this section. Your home address is preferred. Indicate whether you have previously applied for wastewater certification. If yes, indicate the highest certification held and the certificate number.

Section II - Indicate whether you are a high school graduate or hold a GED. If not, circle the highest grade completed.

Section III - List all wastewater treatment plant experience starting with your current position. Include all of the information requested. Please be specific. If your position title and job duties are not specific, credit will not be given. Note: Laboratory experience earns 100% wastewater experience credit and WWTP maintenance earns 50% wastewater experience credit.

Section IV - Must be completed by class III, IV, C and D applicants only. List specific responsible [327 IAC 8-12-1(10)] charge duties.

Section V - Please read the statement, sign and date the application.

Section VI - This section must be completed by your supervisor.

**Note**: Affected parties are no longer required for this application.

The completed application and \$30 examination fee should be sent to:

Cashier  
Indiana Department of Environmental Management  
100 North Senate Avenue  
P.O. Box 7060  
Indianapolis, Indiana 46207-7060

Class	Education	Experience	Substi-tutable	Substitution Experience for R.C.	Substitution Experience for Education
I-SP & A-SO	H.S. Diploma or GED	1yr acceptable experience see note (2)	0		
I & A	H.S. Diploma or GED	1yr acceptable experience see note (2)	0		
II & B	H.S. Diploma or GED	3yrs acceptable experience	1yr see note (1)		see note (2)
III & C	H.S. Diploma or GED	3yrs acceptable experience of which 2yrs are responsible charge	1yr see note (1)	see note (5)	see note (2)
IV & D	College Degree See note (3)	5yrs acceptable experience of which 2yrs are responsible charge	2yrs see note (1)	see note (5)	see note (2)

(1) **16 semester hours** = 24 credit hours or 24 continuing education units or 1yr experience

No substitution of education for responsible charge experience.

Education applied toward substitution for experience may not satisfy any remaining education requirement.

(2) **1yr experience** = 6 months college or 2 yrs high school

Experience applied toward substitution for education cannot be used for the experience requirement.

(3) **1yr college** = 32 semester hours or 48 continuing education credits (CEUs) or 480 contact hours

(4) Refers to O.I.T.

(5) Operational, responsible charge and educational experience are interchangeable at the following ratios:

**1yr responsible charge** = 1yr college education or 2yrs high school education

**2yrs operational experience** = 1yr college education or 2yrs high school education

**2yrs operational experience** = 1yr responsible charge

Experience applied toward substitution for education cannot be used for the experience requirement.